



AGENDA COMMON COUNCIL

Tuesday, September 6, 2011

**To immediately follow the 6:30 p.m. Committee of the Whole meeting
Common Council Chambers, 224 East Jefferson Street**

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Jim Prailes, Alderman, 2nd District
Peter Hintz, Alderman, 2nd District
Tom Vos, Council President and Alderman, 3rd District
Steve Rauch, Alderman, 3rd District
Katie Simenson, Alderman, 4th District
Jeff Fischer, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Citizen Comments.
4. Chamber of Commerce Representative.
5. Approval of the Common Council minutes for August 17, 2011. (*T. Vos*)
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports 1-6: (*S. Rauch*)
 - Report 1 – Airport Committee minutes, June 23, 2011
 - Report 2 – Historic Preservation Commission minutes, June 23, 2011
 - Report 3 – Library Board minutes, July 19, 2011
 - Report 4 – Burlington Housing Authority minutes, July 21, 2011
 - Report 5 – Recall Election Report, August 16, 2011
 - Report 6 - Committee of the Whole minutes, August 17, 2011
9. Payment of Vouchers. (*K. Simenson*)
10. Licenses and Permits. (*R. Prailes*)
11. Appointments and Nominations: None

12. **PUBLIC HEARINGS:**

A. A Public Hearing to hear public comment regarding an amendment to the Municipal Code to create Sections 315-8A and B, “Building Permits and/or Occupancy Permits Issued”; 315-42(E)(5), “Revocation and Expiration of Certificates of Appropriateness”; 315-130(F), “Revocation and Expiration of Conditional Use Permits; 315-137(F), “Limitations on Site Plan Approval and Expiration; and 315-138(K), “Limitations on Landscape Plan Approval and Expiration”. (*J. Prailes*)

13. **RESOLUTIONS:**

A. Resolution 4493(18) to approve Change Order Number One with R.R. Walton & Company for the 2011 Street & Sidewalk Improvement Program in the amount \$7,461.94. This item was discussed at the August 17, 2011 Committee of the Whole meeting. (*J. Fischer*)

14. **ORDINANCES:**

None

15. **MOTIONS:**

- A. Motion 11-721 to approve a Certificate of Appropriateness in the Historic Preservation Overlay District for property at 166 E. Jefferson Street. This item was discussed at tonight’s Committee of the Whole meeting.
- B. Motion 11-722 to approve a Certificate of Appropriateness in the Historic Preservation Overlay District for property at 256 E. Chestnut Street (Sullivan). This item was discussed at tonight’s Committee of the Whole meeting.
- C. Motion 11-723 to approve a Sign Permit in the Historic Preservation Overlay District for property at 256 E. Chestnut Street (Lemieux). This item was discussed at tonight’s Committee of the Whole meeting.
- D. Motion 11-724 to approve a Certificate of Appropriateness and Sign Permit in the Historic Preservation Overlay District for property at 189 E. Chestnut Street. This item was discussed at tonight’s Committee of the Whole meeting.

16. **ADJOURN INTO CLOSED SESSION** (P. Hintz)

1. **Wis. Stats 19.85(1)(c)**, considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Consideration of adjustments to current positions within the city.
2. **Wis. Stats 19.85(1)(e)**, deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons requiring a closed session.
 - Consideration of offers to purchase city-owned property.

17. **RECONVENE INTO OPEN SESSION** (T. Vos)

1. Consideration on recommendations from the City Council.

18. **ADJOURNMENT** (K. Simenson)

Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 5	Date: September 6, 2011
Submitted By: Beverly R. Gill, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Common Council meeting minutes from August 17, 2011. Staff recommends approval of these minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these minutes at the September 6, 2011 Common Council meeting.

DRAFT

City of Burlington
Official Minutes
Common Council
Robert Miller, Mayor
Beverly R. Gill, City Clerk
August 17, 2011

1. CALL TO ORDER - ROLL CALL

Mayor Bob Miller called the meeting to order at 6:47 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Tom Vos, Steve Rauch, Katie Simenson
Absent: Jeff Fischer

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Assistant to the Administrator Megan Johnson, Police Lt. Mark Anderson, Treasurer Steve DeQuaker, Streets and Parks Supervisor Dan Jensen, Utility Director Connie Wilson, Library Director Gayle Falk, Tom Foht of Kapur Engineering

2. PLEDGE OF ALLEGIANCE

Mayor Miller led the council, staff and audience in the Pledge of Allegiance.

3. CITIZEN'S COMMENTS

None

4. CHAMBER OF COMMERCE REPORT

None

5. APPROVAL OF COMMON COUNCIL MINUTES FOR AUGUST 2, 2011

A motion was made by Vos with a second by Simenson to approve the Common Council Minutes of August 2, 2011. With all in favor, the motion carried.

6. LETTERS AND COMMUNICATIONS

None

7. REPORTS BY ALDERMANIC REPRESENTATIVES AND DEPARTMENT HEADS

Alderman Jim Prailes reported that he wanted to correct what had been stated in the local newspaper in regard to recusing himself from voting on the liquor license applications for Lucky Star/WAN, LLC. The paper reported that he had recused himself from voting because of Wanasek. He stated that the report was inaccurate and wrong and requested the newspaper correct the statement. He further said that he had done work for both parties and that was the reason for abstaining from voting.

The second issue Alderman Jim Prailes wanted to comment on was the article in the paper that quoted Alderman Rauch's statement regarding stalling on the vote because of Wanasek. Alderman Jim Prailes reported that the statement was untrue.

Alderman Bob Prailes questioned if there had been any progress in the request that had been made for a stop sign at Edgewood and Ridgeview. Lahner reported that he did not have information at this time.

Johnson requested information on a building at 801 North Pine Street that someone had been remodeling but, now the work has stopped. Lahner will request an update from the building inspector on this property and report back to council.

8. REPORTS 1-2

A motion to approve Reports 1-2 was made by Rauch with a second by Hintz. With all in favor, the motion carried.

9. PAYMENT OF VOUCHERS

A motion was made by Simenson with a second by Johnson to approve pre-paid, vouchers and reimbursements in the amount of \$324,958.45. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Simenson. Nays: None Motion carried 7-0

10. LICENSES AND PERMITS

A motion was made by Bob Prailes with a second by Vos to approve the Operator's Licenses as presented. With all in favor, the motion carried.

Aldermen Hintz and Jim Prailes requested to be recused from the vote and discussion on the awarding of the Combination "Class B" License.

A motion was made by Johnson with a second by Simenson to award the Combination "Class B" License to Lucky Star.

Bob Prailes commented that it was his understanding the Brickyard had contacted the city regarding the liquor license for the BBC in the middle of June. Lahner replied that was correct and information had been given to them at that time for a renewal of the license. Lahner stated that it wasn't until later that he became aware of the difficulties in the renewal of the license due to tax liens. Bob Prailes said better communication from the city regarding the process would have been beneficial to WAN, LLC.

Vos stated that the city does not have a policy of a "first come, first serve" for liquor licenses.

Simenson questioned how council should decide to issue the license as it is not "first come, first serve". She stated that both applications are before council and her concern was issuing a license to a vacant building.

Vos said in his opinion, the former BBC building which is set up as a bar would become worthless without a liquor license. He questioned if Lucky Star would be harmed if they don't get the license at this time but waited for another license to become available. He also added that in his opinion, the liquor license from the BBC had technically never left the control of WAN, LLC.

Atty. Bjelajac offered clarification on a land contract for the sale of bar property. He stated that the sale of bar property through a land contract is one separate item. He said when a bar is sold there is a contingency in the land contract that the purchaser must be qualified to get the liquor license to operate the bar. The purchaser of the real estate is a separate issue. He further stated there is no interlocking relationship between the liquor license that is issued and the purchaser of the real estate. He also did not feel it was the city's responsibility to provide advice on business plans as the parties involved should be astute enough to realize what needed to be done.

Rauch said there were two applications in which one was filed timely and one was not. He agreed with the city attorney as he did not think it was the duty of the city to hold anyone's hand during the permitting process. He said that Lucky Star had put a lot of money into their remodeling for Phase One and would like to move on to Phase 2. He further stated that Lucky Star was on the agenda for the July 17th meeting and should have received the license at that time.

Alderman Bob Prailes then suggested that Rauch was back on the "first come, first serve" basis for the granting of a liquor license. Bob Prailes then said that consideration should be given to the business that would offer the most to the community. He then stated that WAN, LLC had legally applied for the license that was before the council this evening.

Lahner said that WAN, LLC did apply but could not be considered at the July 17th meeting due to publication requirements. WAN, LLC had then requested that council not act on the lone license application at the July 17th meeting. WAN, LLC requested that both applications be considered at a later date.

Johnson questioned if there was a period of time that a license can be held without having someone using it. The mayor replied that the business could keep the license as long as they renewed it.

In regard to the Reserve License, Rauch would not want to see someone sit on the license without using it and would like to see a mechanism in place so that doesn't happen.

Lahner replied there already is something in place with the state law that allows the council to hold a hearing to have the license returned to the city. He added that he had been in contact with Mr. Jim Jones of the Boneyard who currently holds the Reserve License and he is willingly returning the license. Lahner stated that the city will be returning the fee for the Reserve License.

Attorney Pete Ludwig, representing Lucky Star said that in the eyes of the law, the timing of the applications meant nothing; it was only the merits of the situation. He stated that they have been in business for over three decades and have not had any health or liquor violations. They had recently remodeled and created an area for a bar and have been waiting for an opportunity to acquire the license. He concluded by stating that Lucky Star was a viable business and the other applicant only had an empty building.

Atty. Brian Wanasek, representing WAN, LLC said the bar will reopen immediately once there is a license. He said a large amount of money had been invested in BBC but it will all be worthless without a liquor license.

Mr. Jim McCourt, 200 Origen Street argued that in prior years tough decisions had to be made and nobody was excused; he felt that all seven members of the council should be voting on this issue as they were elected to represent the people.

Atty. Bjelajac explained that under the city's Code of Ethics there were reasons not to be included in a vote or discussion. Among those reasons: financial interest, close business ties or political association. It was because of close business association that the three aldermen had been justifiably recused.

Mr. Jim McCourt, 200 Origen Street stated that the aldermen should have the opportunity to say whether they will vote and not be told they can or cannot vote.

Mr. Bill Milatz, 801 Teutonia, a bartender for over forty years, stated that he had never seen such a quandary with licensing. He said that historically, the license has always stayed with the building.

Mr. John Puntillo, owner of John's Main Event said that the city has always been helpful in the past if he had forgot to pick up and pay for his license. He also said that the license should stay with the building.

Mr. Fred Mabson, owner of Fred's had also been lax in picking up his license and had been reminded by the city to pick up his license.

Mr. Paul Giamio, 181 Kendall Street spoke in favor of granting the license to WAN, LLC.

Mr. Kevin Bird, 2903 Browns Lake Drive, stated that the business was vacant because it was owned by Mr. Jeff Fischer and WAN, LLC could not just step in and start running it. Bird stated that if they had known on June 18th that they could have applied for the license at that time, they would have applied.

Roll Call Ayes: Johnson, Rauch, Simenson Nays: Bob Prailes, Vos Motion carried 3-2 to award the liquor license to Lucky Star.

11. APPOINTMENTS AND NOMINATIONS

None

12. PUBLIC HEARING

None

13. RESOLUTIONS

A. RESOLUTION 4492(17) "A RESOLUTION TO APPROVE TASK ORDER NUMBER EIGHT WITH KAPUR & ASSOCIATES FOR CIVIL ENGINEERING SERVICES WITH THE SANITARY SEWER AND FORCEMAIN IMPROVEMENT PROJECT ON THE STH 11 LIFT STATION IN THE AMOUNT OF \$38,000"

A request for a second reading and a motion to approve was made by Hintz with a second by Simenson. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Simenson Nays: None Motion carried 7-0

14. ORDINANCES

A. ORDINANCE 1929(6) "AN ORDINANCE TO CONSIDER REDISTRICTING THE BOUNDARIES OF THE ALDERMANIC DISTRICTS"

A request for a second reading and a motion to approve was made by Johnson with a second by Simenson. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Simenson Nays: Rauch Motion carried 6-1

B. ORDINANCE 1930(7) "AN ORDINANCE TO CONSIDER AMENDING THE OFFICIAL TRAFFIC MAP TO CREATE A NO PARKING ZONE ON SOUTH PINE STREET FROM DUNFORD DRIVE TO THE BYPASS"

A request for a second reading and a motion to approve was made by Jim Prailes with a second by Simenson. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Simenson Nays: None Motion carried 7-0

15. MOTIONS

None

16. ADJOURN INTO CLOSED SESSION

A motion was made by Hintz with a second by Jim Prailes to adjourn into closed session at 7:51 p.m. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Simenson Nays: None Motion carried 7-0

17. RECONVENE INTO OPEN SESSION

A motion was made by Vos with a second by Rauch to reconvene into open session. With all in favor, the open session began at 8:05 p.m.

There were no recommendations from closed session.

18. ADJOURNMENT

A motion was made by Vos with a second by Rauch to adjourn the meeting. With all in favor, the meeting adjourned at 8:06 p.m.



Beverly R. Gill
City Clerk
City of Burlington
Racine and Walworth Counties



CITY OF BURLINGTON

Administration Department
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(262) 342-1161 – (262) 763-3474 fax
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Common Council Agenda Item Number: 8	Date: September 6, 2011
Submitted By: City Staff	Subject: Reports 1-6

Details:

Attached please find the following reports:

- Report 1 – Airport Committee minutes, June 23, 2011
- Report 2 – Historic Preservation Commission minutes, June 23, 2011
- Report 3 – Library Board minutes, July 19, 2011
- Report 4 – Burlington Housing Authority minutes, July 21, 2011
- Report 5 – Recall Election Report, August 16, 2011
- Report 6 - Committee of the Whole minutes, August 17, 2011

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept these reports at the September 6, 2011 Common Council meeting.

MINUTES
CITY OF BURLINGTON
AIRPORT COMMITTEE

Date: June 23, 2011

Meeting was called to order at 6:00 p.m.

Present:

Alderman Jim Prailes
Jerry DeLay
Gary Meisner
Kevin Remer
Arlene Runkel
David Uhen
John Hotvedt

Motion was made by Uhen, seconded by Meisner, to approve the April 28, 2011 minutes as written. Motion carried.

Open floor audience comments: None

Airport Manager's Report: Card reader for fuel to be upgraded.

There being no further business, motion was made by Meisner, seconded by Uhen, to adjourn the meeting. Motion carried.

Meeting was adjourned at 6:10 p.m.

Respectfully submitted,


Jerry DeLay
Committee Chairman



City of Burlington

HISTORIC PRESERVATION COMMISSION MEETING MINUTES THURSDAY, JUNE 23, 2011

Call to Order

The meeting was called to order by Chairman Stelling at 6:30 p.m.

Roll Call

Present: Chairman Tom Stelling, Commissioners Peter DeRosier, Peter Hintz, and Judy Stone were present. Commissioner Joel Weis was excused. Commissioner Erickson arrived at 6:37 p.m. Building Inspector/Zoning Administrator Patrick Scherrer was also excused. Stephanie Schulte of Racine County Economic Development Corporation was also present.

Citizen Comments

There were no citizen comments.

Approval of May 26, 2011 Minutes

Chairman Stelling entertained a motion. Commissioner Stone motioned to approve the minutes of the May 26, 2011 meeting. Commissioner Veronico seconded. All aye. Motion carried.

189 E. Chestnut St., Chase Bank -- Certificate of Appropriateness -- Signage

Steven Prohaska of Michael's Signs was present. Chairman Stelling entertained a motion. Commissioner Hintz motioned and Commissioner DeRosier seconded to recommend approval of the the Certificate of Appropriateness to the Common Council to conditionally approve some of the signage as per Sheets 3, 4, 6 & 9 of the memorandum dated June 2, 2011 of Meehan and Company, Inc. as follows:

Sheet 3.

The installation of one (1) rectangular-shaped, wall sign which measures 1' X 7'-0.5" (7.041 square feet in area with logo) on the W. Chestnut Street facing building facade. The sign is proposed to continue to be illuminated by two (2) existing goose neck lamps proposed to be painted to match the tan colored band of the building. The specific sign material is proposed to be acrylic (a type of plastic).

Sheet 4.

The installation of one (1) rectangular-shaped, wall sign which measures 1' X 7'-0.5" (7.041 square feet in area with logo) on the N. Pine Street facing building facade. The sign is not proposed to be illuminated. The specific sign material is proposed to be acrylic (a type of plastic).

Sheet 6.

The installation of one (1) rectangular-shaped, overhanging flag sign placed upon the W. Chestnut Street facing facade and which measures 25.25" X 36.25" (6.36 square feet in area). The bottom of the proposed overhanging sign is about 9-feet +/- in height as measured from the sidewalk. No signage illumination is proposed. The specific sign material is not indicated on the application. However, Meehan & Company, Inc. assumes (due to durability) the proposed sign is to be made of metal.

Sheet 9.

The installation of a total of six (6) drive-thru canopy-mounted, one-faced, internally illuminated directional signs, facing the on-site parking lot as follows:

- four (4) signs, each measuring 31" wide X 14.5" tall (3.12 square feet in area); and,
- two (2) signs, each measuring 10" tall X 36" wide (2.5 square feet in area).

All aye, except Commissioner Erickson who abstained. Motion carried.

132 W. Chestnut St., Racine County Opportunity Center-Certificate of Appropriateness

Jeff Cragg of Racine County Opportunity Center was present. A motion to recommend the Certificate of Appropriateness to the Common Council for approval of building paint colors of Copper Red and Peace Yellow and the addition of two (2) 1" x 9" boards to be affixed to the bottom edges of the two sides of the door on the front façade of the building as per the memorandum of Meehan and Company, Inc. dated June 6, 2011 was made by Commissioner Hintz and seconded by Commissioner DeRosier. All aye. Motion carried. A façade grant in the amount of \$75.00 was recommended and motioned by Commissioner Erickson, seconded by Commissioner Stone. . A roll call vote was taken: Stelling: Aye; DeRosier: Aye; Erickson: Aye; Hintz: Aye; Stone: Aye; Veronico: Aye; Weis: Excused.

404 N. Pine Street – Mark Starzyk, Certificate of Appropriateness, Door –

Mr. Starzyk was present and stated that he chose to repair and paint the door rather than replace it. Commissioner Veronico moved and Commissioner Erickson moved to recommend the Certificate of Appropriateness to the Common Council for the repair and painting of the front entrance door since meeting the conditions as set forth in the memorandum of Meehan and Company Inc. dated May 9,

2011 as follows: The restoration of the 36" x 86", wooden entrance door (with the addition of a latch and weatherstripping) and painting the door frame to include the replacement and refabrication of the door parts and frame, the removal of the existing protective screening, removal of the door window and replacement with "Plexiglass Lite" material, the addition of new decorative molding to the lower portion of the door, scraping and painting of the door jamb, the installation of weather stripping around the door, and the replacement of the door threshold. All aye. Motion carried.

388 N. Pine Street, Trend Setters, Linda LeClaire – Certificate of Appropriateness – Sign, Certificate of Appropriateness – Awning, Sign Permit Application and Façade Grant Application

Linda LeClaire, owner of Trendsetters was present. Chairman Stelling entertained a motion. Commissioner DeRosier motioned and Commissioner Veronico seconded to recommend the Certificate of Appropriateness to the Common Council for installation of awnings in colors presented since meeting the conditions as set forth in the memorandum of Meehan and Company Inc. dated May 19, 2011 as follows:

Awning approval subject to:-

- a. The application materials submitted by the applicant relating to the proposed awnings; and
- b. The various awning dimensions set forth in this memorandum; and
- c. The actual awning material to be used is to be in compliance with the above requirement and as approved by the Historic Preservation Commission prior to the issuance of a Certificate of Appropriateness; and
- d. Any additional conditions which may be recommended by the Historic Preservation Commission consistent with City Zoning Ordinance requirements for the HPO Historic Preservation Overlay District.

All aye. Motion carried.

Commissioner Veronico motioned and Commissioner DeRosier seconded to recommend the Certificate of Appropriateness to the Common Council for installation of signs since meeting the conditions as set forth in the memorandum of Meehan and Company Inc. memo dated May 19, 2011.

Signage approval subject to:-

- a. The signage lettering be reduced from the proposed 12.25 inches in height to a maximum of 12 inches in height in order to be Zoning Ordinance compliant; and

b. The proposed lettering currently proposed to cover about 65 percent of the total sign board area be reduced in size/amount of lettering to not exceed 60% of the sign board area in order to be Zoning Ordinance compliant; and

c. Based upon the sign dimension drawing submitted by the applicant (as prepared by Graphic House, 1 Sheet, dated 4/14/2011), the proposed signage design and lettering do not appear to simulate historic signage and does not match the "Deco" style lettering shown in the larger submitted photo illustration of the proposed sign and awnings. Therefore, it is recommended that an alternative signage design and lettering be submitted to the Historic Preservation Commission (or a committee thereof) for review which addresses the use of historic lettering style and sign design which is more characteristic of the historic signage used in the HPO District of the City of Burlington; and

d. The submission to the City Building Inspector of a revised signage drawing addressing conditions a., b, and c. above prior to the issuance of a Sign Permit and Certificate of Appropriateness; and

e. Any additional conditions which may be recommended by the Historic Preservation Commission consistent with City Zoning Ordinance requirements for the HPO Historic Preservation Overlay District.

All aye. Motion carried.

Commissioner Veronico motioned and Commissioner DeRosier seconded to recommend the sign permit application to the Common Council. All aye. Motion carried.

Commissioner Veronico motioned and Commissioner DeRosier seconded to approve a façade grant in the amount of \$668.50 for the awnings and to approve a façade grant in the amount of \$250.00 for the signs per contingencies of Façade Grant report by RCEDC dated June 23, 2011. A roll call vote was taken: Stelling: Aye; DeRosier: Aye; Erickson: Aye; Hintz: Aye; Stone: Aye; Veronico: Aye; Weis: Excused.

Discussion of Current Projects and Response Team Updates

Chairman Stelling stated that there was nothing to report regarding any current projects or response team updates.

Review of Grant Funding Status

Chairman Stelling stated that Stephanie Schulte of Racine County Economic Development Committee was here to explain how to read the grant funding status report since there was some difficulty understanding it at last month's meeting. Stephanie stated that there was a second page that was missing from last month's report and again from this month's that would help in understanding how much the balance is. She further stated that there is \$26,000 left in the fund.

Discussion Concerning Potential/Future Projects and Notices of Violations in the Historic Preservation Overlay District

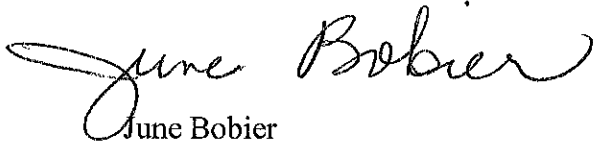
Beijing Gardens, 464 N. Pine St. – Chairman Stelling directed Secretary June Bobier to check the original Certificate of Appropriateness to see if the front upper entrance door was included.

Lucky Mojo's, 460 N. Pine St. - The Commission was apprised of the deadline for painting of building.

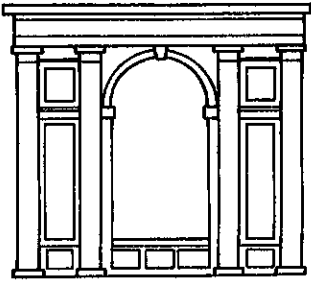
Adjournment

Chairman Stelling entertained a motion. Commissioner Veronico moved to adjourn the meeting and Commissioner Hintz seconded. All aye. Motion carried. The meeting was adjourned at 7:27 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "June Bobier". The signature is written in dark ink and is positioned above the printed name.

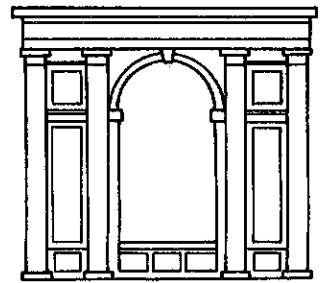
June Bobier
Administrative Assistant
City of Burlington



Burlington Public Library

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www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, July 19, 2011 in the Burlington Public Library Meeting Room. Present were Steve Rauch, Pat Hoffman, Penny Torhorst, Kay Pockat, Mike Kelly, Scott Johnson, and Pat Hurley. Excused was Dianne Boyle. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:00.

Minutes of the June 28, 2011 meeting were approved. Hoffman moved, and Hurley seconded. Motion passed.

The July 2011 General Fund Bills, Prepaids, Reimbursements and June 2011 General Fund Deposits were discussed and approved. Hoffman moved approval and Hurley seconded. Motion passed.

Hoffman moved and Johnson seconded the motion to approve the July Trust Fund Bills and the June Trust Fund Deposits. Motion passed.

Committee Reports: Hoffman stated that she would like to have a personnel meeting before the September 27th meeting. The Personnel committee will meet at 3:15 and the Finance committee will meet at 3:30 also on September 27th.

Federated Library Report: Falk reported that she was unable to attend the Wing Spread conference and McCarthy went in her place. Falk will report at the next meeting what was learned at the conference.

Old Business:

Friends: - Booksale: The tent will be put up on Monday evening and Tuesday will be set up day. The Police Dept. said that they would keep an eye on the tent at night.

The Friends computer fundraiser project is well under way. The computers have been ordered. The computer tables were purchased and they have been delivered. Staff has viewed the software that will be installed on computers that would enable patrons to walk up to computers and sign themselves in. The computers will also shut down when their time is up.

Summer Reading Program: The adult SRP has 50 people participating and the children's SRP has 422 people signed up. We still have Wii on Thursday afternoons. The story times are finishing up this week. The next session starts in August. The craft program that met this summer has one session left.

New Business: Employee Appreciation: Falk reported that it is time again for State Fair Cream Puffs. Hoffman moved and Johnson seconded the motion to purchase two dozen cream puffs for the staff members.

Directors Report: Falk reported the City Administrator has approved moving forward with the carpet project. This project was postponed earlier in the year when we were unsure of the state budget.

Falk handed out a report showing our electrical usage over the past three years. Our new air conditioning unit has showed a drop in our electric bill for 2011.

BPL in the news: There was an article included in the packet about the Friends' computer project.

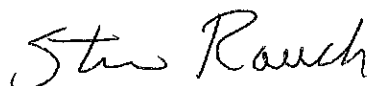
Public Communication to the Board: There is nothing at this time.

Torhorst mentioned to the Board that the landscaping around the Library needs to be updated and maintained. There are some bushes that have matured to the point of being too large for the area. The brick sidewalk in the courtyard is heaving in one place because of tree roots. This project was originally done by the Lions group and she would like the Board's permission to talk to them again and see if they would like to tackle the project again.

Meeting was adjourned at 4:50 PM. Hoffman moved and Johnson seconded. Motion passed.

Our next meeting will be on Tuesday, August 23rd at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in cursive script that reads "Steve Rauch". The signature is written in dark ink and is positioned above the printed name and title.

Steve Rauch
Aldermanic Representative

**City of Burlington Housing Authority
Riverview Manor**

July 21, 2011

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, June 23rd.. 2011, 6:30 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice-Chairman Stubley, Secretary Heck, Commissioners Stoehr and Iselin , Resident Manager, Dorothy Henning. Also present.

Minutes from the June 23rd . 2011 meeting was dispersed to board members and a motion was made by Stubley, seconded by Stoehr to approve the minutes as read, carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of June 30, 2011

Talmer Bank FBC	\$ 40,492.16
M&I Bank	<u>\$ 15,134.33</u>
TOTAL	\$ 55,636.49

OCCUPANCY REPORT:

Manager Henning reported that all units are occupied with 9 on the waiting list for 1 bedroom units and 3 for 2 bedroom units. 2 units will be vacant Sept. 1 and one vacant on October 1.

BUILDING AND MAINTENANCE:

- Manager Henning and the board members met early to do a grounds inspection at Riverview Manor. Items that were noted needing attention included replacement of edging, stump grinding and some replanting as well as removal of some shrubs and plants. Manager Henning will contact Koch Kuts for a proposal
- Board members discussed the costs of parking lots posts for signs. Manager Henning will also speak to the Manager at Koch Kuts for some costs on these items.

COMMUNICATIONS:

- Copies of the monthly bills and operating statement were dispersed and reviewed by board members.

NEW BUSINESS:

The board members discussed the upcoming concealed weapon law and what if any affect it could have at River View Manor if or when it became a city ordinance.. Chairman Lapp will contact the police chief or city administrator at city hall for information.

UNFINISHED BUSINESS

- Manager Henning updated the board members regarding the MPR pre-application.
- Board members agreed that a credit card should be obtained for Riverview Manor to be used for purchases not available from regular vendors. Chairman Lapp will speak to a representative at J P MorganChase and Talmer Bank and initiate the application..

ADJOURNMENT:

There being no further business, motion to adjourn was made by Stubleby, seconded by Stochr and carried unanimously. Meeting adjourned 7:30 P.M. The next monthly meeting is tentatively scheduled for August 18th., 2011


Ralph Heck, Secretary

[illegible]



CITY OF BURLINGTON

City Clerk

300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 10	Date: September 6, 2011
Submitted By: Beverly R. Gill, City Clerk	Subject: Licenses

Details:

Please see the attached list of Operator's and Business Licenses for approval.

Operator's Licenses

Aguirre, David M.
Athanasopoulos, Helen
Athanasopoulos, Tina
Dehart, Jessica A.
Deutsch, Tiffany
Goldschmidt, Amy M.
Hartlage, Samantha
Hatch, Jennifer S.
Jabrial, Manal E.
Kramer, Sarah N.
Lile, Vivviane
Olcott, Rhiannon M.
Phillips, Joe J.
Swenson, Jessi L.

Reserve "Class B" Combination

Name: WAN, LLC
Agent: Kevin S. Bird
Address: 2903 So. Browns Lake Drive
Trade Name: BBC
Address: 217 North Pine Street

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business licenses fees are calculated on a case by case basis depending on the type of license applied.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the September 6, 2011 Council meeting.



CITY OF BURLINGTON

Administration Department

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Common Council Number: 12A	Date: September 6, 2011
Submitted By: Kevin Lahner, City Administrator	Subject: Public Hearing for Ordinance 1931(8) to consider amending the Municipal Code to issue expirations of approvals of various plans and approvals granted by the City.

Details:

A Public Hearing has been scheduled to hear public comment regarding a text amendment to Chapter 315 of the Municipal Code. Currently the City does not have expiration dates for some zoning approvals and building permits. For example, there is currently no provision in the code for the completion of a structure after a building permit has been approved. The new code provision would require that the building be completed within 24 months.

Additionally, we do not have expirations on Conditional Use Permits, Certificates of Appropriateness, Site Plans and Landscape Plans which have been approved. This could cause an issue in the future when developments have been approved but not yet built and the area around the development changes. Additionally, new zoning regulations could be addressed if a development was approved, but not yet built, under previous rules.

The expiration of these items is fairly common in other cities in Wisconsin. Expiration of permits currently applies only to Zoning Permits, Temporary Use Permits, and Sign Permits in Burlington.

Options & Alternatives:

N/A

Financial Remarks:

N/A

Executive Action:

For public comment only.

**NOTICE OF PUBLIC HEARING
FOR AMENDING THE CODE OF THE CITY OF BURLINGTON**

To Whom It May Concern:

NOTICE is hereby given that the Common Council of the City of Burlington proposes to amend Chapter 315 of the Municipal Code of the City of Burlington, Racine County, Wisconsin, Zoning, to create Sections 315-8A and B, "Building Permits and/or Occupancy Permits Issued"; 315-42(E)(5), "Revocation and Expiration of Certificates of Appropriateness"; 315-130(F), "Revocation and Expiration of Conditional Use Permits; 315-137(F), "Limitations on Site Plan Approval and Expiration; and 315-138(K), "Limitations on Landscape Plan Approval and Expiration".

- The proposed text seeks to address the issue of expirations of approvals of various plans and approvals granted by the City, also dealing with the expiration of Certificates of Appropriateness issued for historic structures within the HPO Historic Preservation Overlay District. The City Zoning Ordinance already addresses the expiration of Zoning Permits under the provisions of Section 315-128(B); Temporary Use Permits under the provisions of Section 315-44(E); and Sign Permits under the provisions of Section 315-78(D).

THIS ORDINANCE MAY HAVE THE EFFECT OF CHANGING THE ALLOWABLE USE OF THE PROPERTIES IN ALL ZONING DISTRICTS. A MAP OF THE ZONING DISTRICTS IS ON FILE AND AVAILABLE FOR VIEWING CITY HALL.

Chapter 315 of the Municipal Code of the City of Burlington shall be amended as necessary to reflect these changes, with the remainder of Chapter 315 remaining without change and in full force and effect. A copy of this ordinance is on file and available for viewing at City Hall.

NOTICE IS FURTHER GIVEN that a Public Hearing on the above matter will be held by the Common Council in the Council Chambers at the Police Department, 224 East Jefferson St., City of Burlington on:

**TUESDAY, September 6, 2011 DURING THE MEETING OF THE COMMON COUNCIL
SCHEDULED TO BEGIN AT 6:30 P.M. OR SHORTLY THEREAFTER**

to hear any persons objecting to, or in support thereof, on the above mentioned matter.

Dated at Burlington, Wisconsin, this 16th day of August, 2011.

Beverly Gill, City Clerk

*Published in the Burlington Standard Press
August 18 & 25, 2011*



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
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Common Council Item Number: 13A	Date: September 6, 2011
Submitted By: Connie Wilson, Public Works Director	Subject: Resolution 4493(18) to approve Change Order One for 2011 Street & Sidewalk Improvement Program in the amount of \$7,461.94

Details:

Attached for your review and approval is Change Order One and Justification of Price for the 2011 Street & Sidewalk Improvement Program construction project. This work includes: concrete alley replacement (at 456 Milwaukee Ave), Kendrick Avenue storm sewer pipe replacement, White River Restoration additional work required for erosion control, backfill existing hole/well at 149 South Kane Street, and addition of the Riverside Park asphalt path construction.

Due to the addition of the Riverside Park asphalt path, this contract time has been extended from the original Substantial Completion of July 30, 2011 to the Substantial Completion date from the Riverside Park project, October 28, 2011.

City staff has reviewed and recommend approval of Change Order #1 in the amount of \$7,461.94.

Options & Alternatives:

This work includes changes approved in the field to address conditions encountered during construction and the path work Riverside Park project.

Financial Remarks:

Total cost for addition work is \$36,486.44; however \$29,024.50 was deducted from the total for work cancelled on the Echo Lake bike path for a total of \$7,461.94.

Executive Action:

This item was discussed at the August 17, 2011 Committee of the Whole, and is placed on the September 6, 2011 Common Council meeting for consideration.

**A RESOLUTION APPROVING CONTRACT CHANGE ORDER NUMBER ONE WITH
R.R. WALTON & COMPANY, LTD. FOR THE 2011 STREET AND SIDEWALK
IMPROVEMENT PROJECT IN THE AMOUNT OF \$7,461.94**

WHEREAS, Resolution 4474(58) approved the award of bid to R.R. Walton & Company, Ltd. for 2011 Street and Sidewalk Improvement Program in the amount of \$162,261.32; and,

WHEREAS, the City of Burlington entered into a contract with R.R. Walton & Company, Ltd. Corporation for said improvements on April 6, 2011, 2010; and,

WHEREAS, it was determined additional work was needed including concrete replacement in the alley at 456 Milwaukee Ave, replacement of the Kendrick Avenue storm sewer pipe, additional erosion control for the White River Restoration project, backfill the existing well at 149 South Kane Street and addition of the Riverside Park asphalt path construction, which has resulted in a Change Order in the amount of \$7,461.94. a copy of which is attached hereto as "Exhibit A" and made a part hereof; and,

WHEREAS, said Change Order One in the amount of \$7,461.94 has been recommended for approval by the City Engineer; and,

WHEREAS, the new contract price including Change Order Number Four is for the not-to-exceed amount of \$186,712.06.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that Change Order One is hereby approved in the amount of \$7,461.94.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute Change Order One on behalf of the City.

Introduced: August 17, 2011
Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk

MEMORANDUM TO THE CITY OF BURLINGTON

To: Kevin Lahner, Connie Wilson
Cc: Judy Gerulat
From: Mike Timmers
Date: August 3, 2011
Re: Contract Change Order request for RR Walton & Company, Ltd.
2011 Street & Sidewalk Improvement Program

Attached please find a copy of Contract Change Order #1 and Justification of Price for the **2011 Street & Sidewalk Improvement Program** construction project. This work includes: Concrete Alley replacement (at 456 Milwaukee Ave), Kendrick Avenue storm sewer pipe replacement, White River Restoration additional work required for erosion control, backfill existing hole/well at 149 South Kane Street, and the addition of the Riverside Park asphalt path construction.

Due to the addition of the Riverside Park asphalt path, this contract time has been extended from the original Substantial Completion of July 30, 2011 to October 28, 2011.

Connie, could you please review this Change Order and, if you approve, send your approval to Megan at City Hall, by Monday, August 8, 2011, so that it gets on the agenda in a timely manner.

Let me know if you have any questions or comments!

Thank you!

CONTRACT CHANGE ORDER

Change Order: #1

Date: August 3, 2011

Name of Project: 2011 Street & Sidewalk Improvement Program

OWNER: City of Burlington

CONTRACTOR: RR Walton & Company, Ltd.

ENGINEER: Kapur & Associates, Inc.

The following changes are hereby made to the Contract Documents: **See attached documentation.**

Justification: (See attached)

Change to CONTRACT PRICE- \$ 7,461.94

Original CONTRACT PRICE - \$ 179,250.12

Current CONTRACT PRICE adjusted by previous CHANGE ORDER - \$ 179,250.12

The CONTRACT PRICE due to this CHANGE ORDER will be
(increased) (~~decreased~~) by - \$ 7,461.94

The new CONTRACT PRICE including this CHANGE ORDER will be - \$ 186,712.06

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) (~~decreased~~) by 90 calendar days.

The date for completion of work will be October 28, 2011 Substantial (Date).
November 25, 2011 Final (Date)

The CONTRACTOR and OWNER hereby agree that the compensation to the CONTRACTOR effected hereby constitutes full settlement of the claims of the CONTRACTOR under this contract arising out of or incident to the changes effected hereby.

This document will become a supplement to the contract and all provisions will apply hereto.

Recommended by the ENGINEER: _____ Date _____
Name: Michael Timmers

Title: Construction Manager

Accepted by the CONTRACTOR: _____ Date _____
Name: Russell Walton

Title: Owner

Approved by the OWNER: _____ Date _____
Name: Mayor Bob Miller

Title: Mayor, City of Burlington

2011 STREET & SIDEWALK IMPROVEMENT PROGRAM

Justification of Price for Contract Change Order #1

I. Alley at 456 Milwaukee Ave – Extra Work:

Description: The Concrete Alley replacement work was added to the project to account for the replacement of the existing concrete alley that was broken up in pieces, heaving, and not draining, as requested by the Owner.

Item #1.1 – Concrete Alley 9-inch

A. **Description:** This work shall consist of necessary costs associated with the removal of existing concrete and placement of 9-inches of concrete alley pavement, as requested by the Owner. This work shall be in accordance with the project specifications (including all state specifications that apply), per WisDOT Standard Specifications for Highway and Structure Construction Section 416 Concrete Alley, project plans, and as hereinafter provided.

B. **Method of Measurement:** The *Concrete Alley 9-inch* item shall be measured as a square foot (SF) item for work completed and accepted in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the contract unit price per SF as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; for furnishing, hauling, preparing, placing, curing, and protecting all materials; for removing and disposing of existing pavements and excavated materials; for preparing the foundation; for backfilling; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

Item #1.2 – Pavement Ties

A. **Description:** This work shall consist of necessary costs associated with the placement of Pavement Ties associated with the replacement of the concrete alley pavement, as requested by the Owner. This work shall be in accordance with the project specifications (including all state specifications that apply), per WisDOT Standard Specifications for Highway and Structure Construction Section 416 Drilled Tie Bars, project plans, and as hereinafter provided.

B. **Method of Measurement:** The *Pavement Ties* item shall be measured as an each (EACH) item for work completed and accepted in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the contract unit price per EACH item placed as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; for providing tie bars, including coating; for drilling holes in concrete not placed under the contract; for epoxying or driving; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

Item #1.3 – Excavation Common

A. **Description:** This work shall consist of necessary costs associated with the removal of unsuitable existing material beneath the concrete alley pavement associated with the replacement of the concrete alley pavement, as requested by the Owner. This work shall be in accordance with the project specifications (including all state specifications that apply), per WisDOT Standard Specifications for Highway and Structure Construction Section 205 Excavation Common, project plans, and as hereinafter provided.

B. **Method of Measurement:** The *Excavation Common* item shall be measured as a cubic yard (CY) item for work completed and accepted in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the contract unit price per CY as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; for excavation and removal of unsuitable material; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

Item #1.4 – Sawing Concrete

A. **Description:** This work shall consist of necessary costs associated with sawing existing concrete, associated with the replacement of the concrete alley pavement, as requested by the Owner. This work shall be in accordance with the

specifications (including all state specifications that apply), per WisDOT Standard Specifications for Highway and Structure Construction Section 628, project plans, and as hereinafter provided.

B. Method of Measurement: The *Erosion Mat & Install* item shall be measured as a square yard (SY) item for work completed and accepted in accordance with the contract.

C. Basis of Payment: The work under this item, measured as provided above, will be paid for at the contract unit price per SY as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; for providing, protecting, and storing erosion mat on the project site; for placing and anchoring the mat, including staples; for preparing the seeded areas; for repairing and reseeding damaged areas; for disposing of all surplus and waste materials; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

IV. Sidewalk Improvements – Extra Work:

Description: This work was added to the 2011 Sidewalk Improvements project, as requested by the Owner.

Item #1.9 – Backfill & Compact unknown well below sidewalk

A. Description: This work shall consist of necessary labor & equipment costs associated with backfilling, preparing, and compacting the existing hole beneath the existing sidewalk at 149 South Kane Street to complete the planned concrete work, as requested by the Owner. This work shall be in accordance with the project specifications (including all state specifications that apply), project plans, and as hereinafter provided.

B. Method of Measurement: The *Backfill & Compact unknown well below sidewalk* item shall be measured as a lump sum (LS) item for work completed and accepted in accordance with the contract.

C. Basis of Payment: The work under this item, measured as provided above, will be paid for at the contract unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

Item #1.10 – Remove Tree Roots obstructing new sidewalk

A. Description: This work shall consist of necessary labor & equipment costs associated with the removal of tree roots, at different locations within the project limits, associated with the planned replacement of the existing concrete sidewalk, as requested by the Owner. This work shall be in accordance with the project specifications (including all state specifications that apply), project plans, and as hereinafter provided.

B. Method of Measurement: The *Remove Tree Roots obstructing new sidewalk* item shall be measured as a lump sum (LS) item for work completed and accepted in accordance with the contract.

C. Basis of Payment: The work under this item, measured as provided above, will be paid for at the contract unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; for exposing, removing, hauling, and disposal of roots; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

V. Riverside Park Restoration – Extra Work:

Description: This work was added to the 2011 Street & Sidewalk Improvement Program project in place of the necessary removal of the Echo Park Bike Path project and as associated with the Riverside Park project, as requested by the Owner. This work consists of excavating and placing a new asphalt path. This work shall be coordinated directly with the Riverside Park project Contractor, City of Burlington (Owner), and Construction Inspector on site for proper scheduling and construction needs associated with the work.

Item #1.11 – Excavation Common

A. Description: This work shall consist of necessary costs associated with the excavation to plan grade for placement of a new asphalt path and for removal of unsuitable existing material beneath the proposed asphalt path associated with the Riverside Park project, as requested by the Owner. This work shall be in accordance with the project specifications

Description: The Echo Lake Bike Path work was removed from the project in its entirety, as requested by the Owner. The Riverside Park path was added to the project in its place, as requested by the Owner.

Item #1.15 – Remove work from Contract and add Riverside Path

A. Description: The Echo Lake Path work was removed from the project, as requested by the Owner, and will not be completed with this project.

B. Basis of Payment: The proposed compensation for this work will not be paid out on this project.

Item #1.16 -- Mobilize Dozer for Echo Lake Bike Path work then not needed

A. Description: This work shall consist of mobilizing a dozer to the jobsite, as necessary to complete the proposed work, as requested by the Owner. The Contractor had already mobilized the dozer to the jobsite, then the contract work was removed from the project and the equipment was not needed to complete the remaining work.

B. Method of Measurement: The *Mobilize Dozer for Echo Lake Bike Path work then not needed* item shall be measured as a lump sum (LS) item for work completed and accepted in accordance with the contract.

C. Basis of Payment: The work under this item, measured as provided above, will be paid for at the contract unit lump sum price as stated in the below attached table, which price shall be full compensation for mobilizing equipment to jobsite and removal of equipment from jobsite; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

The following is a summary spreadsheet for the mentioned above items:

Contract Change Order #1

Alley at 456 Milwaukee Ave - Extra Work					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
1.1	Alley (456 Milwaukee Ave) - Concrete Alley 9-Inch	SF	759.2	\$ 10.25	\$ 7,781.80
1.2	Alley (456 Milwaukee Ave) - Pavement Ties	EACH	48	\$ 2.50	\$ 120.00
1.3	Alley (456 Milwaukee Ave) - Excavation Common	CY	24	\$ 20.00	\$ 480.00
1.4	Alley (456 Milwaukee Ave) - Sawing Concrete	LF	102.9	\$ 2.50	\$ 257.25
SUBTOTAL of Alley Extras - CCO #1				\$ 8,639.05	
Kendrick Ave at Walnut St - Extra Work					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
1.5	Kendrick Ave - Storm Sewer 12-Inch RCP	LF	109	\$ 70.00	\$ 7,630.00
1.6	Kendrick Ave - Storm Sewer 15-Inch RCP	LF	8	\$ 70.00	\$ 560.00
SUBTOTAL of Kendrick Extras - CCO #1				\$ 8,190.00	
White River Restoration - Extra Work					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
1.7	White River Restoration - Erosion Bel & Install	LF	20	\$ 17.40	\$ 348.00
1.8	White River Restoration - Erosion Mat & Install	SY	720	\$ 1.15	\$ 828.00
SUBTOTAL of White River Extras - CCO #1				\$ 1,176.00	

RR Walton & Company, Ltd.

1005 W. Main St., Ste C
Whitewater, WI 53190

Invoice

DATE	INVOICE #
8/1/2011	1427

BILL TO
City of Burlington Attn: Mike Timmers 2200 S. Pine Street Burlington WI 53105

TERMS	JOB
Due on receipt	2011 Sidewalk & Streets

QUANTITY	DESCRIPTION	RATE	AMOUNT
	EXTRAS - WORK COMPLETED IN ALLEY		
759.2	759.2 sf	10.25	7,781.80
48	48 rebar installed	2.50	120.00
24	Common excavation	20.00	480.00
102.9	102.9' - Saw Cut	2.50	257.25
	EXTRAS - STORM SEWER		
109	109' of 12" RCP installed	70.00	7,630.00
8	8' of 15" RCP Installed	70.00	560.00
	EXTRAS - EROSION EEL		
20	Erosion eel	17.40	348.00
1	Dozer relocation	500.00	500.00
1	Labor to fill well, backfill, compactor usage & compact \$36.72 per hour * 2 men * 1.25 hours each = \$91.80 Plus 5% of wages per article 12.01 of general conditions of contract = \$4.59 Plus compactor / equipment charge \$100.00	196.39	196.39
	2 root systems removed on Larkspur and 1 on Robins Run- extra time taken to remove which allowed us to keep pouring and the City did not have to get a grinder \$36.72 per hour * 1 hour each * 3 roots = \$110.16 5% per article 12.01 of general conditions of contract = \$5.50	390.00	390.00

	Total
--	--------------

Please pay Eli Reich 8/3/11

A RESOLUTION APPROVING THE AWARD OF THE 2011 STREET AND SIDEWALK IMPROVEMENT PROGRAM TO R.R. WALTON & COMPANY, LTD. FOR THE AMOUNT OF THE BASE BID OF \$162,261.32 AND FOR THE ALTERNATE BID LISTED BELOW

WHEREAS, the City of Burlington did post a Class 2 Notice to Bidders for the 2011 Street and Sidewalk Improvement Program on March 17, and March 24, 2011 and,

WHEREAS, bids received by the City were opened and reviewed at the Board of Public Works bid opening on March 31, 2011 and forwarded to the City Engineer for final review; and,

WHEREAS, the City Engineer, and the Director of Public Works have reviewed the bids and based on the engineer's recommendation, we recommend acceptance of the lowest, most responsive bid from the R. R. Walton and Company, Ltd., a copy of which is attached hereto, and made a part thereof; and,

WHEREAS, the City Engineer, and the Director of Public Works have recommended approval of the Base Bid and the following Alternate Bid, as listed below:

- Base Bid –for \$162,261.32
- Alternate Bid (Wehmhoff Park parking lot) for \$16,988.80

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the 2011 Street and Sidewalk Improvement Program bid be awarded to the R. R. Walton and Company, Ltd., for the not-to-exceed amount of \$162,261.32 for the Total Base Bid.

BE IT FURTHER RESOLVED that the Common Council of the City of Burlington award the following Alternate Bid Project to R. R. Walton and Company, Ltd. for the not-to-exceed amount of:

- Alternate Bid - Whemhoff Parking Lot paving: \$16,988.80

Introduced: April 6, 2011
Adopted: April 6, 2011

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk



CITY OF BURLINGTON

Administration Department

300 N. Pine Street, Burlington, WI, 53105

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Committee of the Whole Item Number: 10	Date: September 6, 2011
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 11-721 to approve a Certificate of Appropriateness Application in the HPC Overlay District for 166 E. Jefferson St. (Public Library).

Details:

The Historic Preservation Commission (HPC) recommends approval of the Certificate of Appropriateness Applications and Sign Permit for the project located at 166 E. Jefferson Street.

The proposed project consists of:

- Scrap, power wash and paint the trim and pillars on the exterior of the Public Library the same color as currently on the building.

These Certificate of Appropriateness and Sign Permit Applications were reviewed and approved at the August 25, 2011 HPC meeting.

Options & Alternatives:

The alternative would be to not approve this request and request a different proposal.

Financial Remarks:

The approved items will be paid 100% by the business owner/building owner.

Executive Action:

This item is for discussion at the September 6, 2011 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.



CITY OF BURLINGTON

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Committee of the Whole Item Number: 11	Date: September 6, 2011
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 11-722 to approve a Certificate of Appropriateness Application in the HPC Overlay District for 256 E. Chestnut St. (Sullivan).

Details:

The Historic Preservation Commission (HPC) recommends approval of the Certificate of Appropriateness Applications and Sign Permit for the project located at 256 E. Chestnut Street.

The proposed project consists of:

- The removal of the existing aluminum facade from the existing front (south) side of the building.
- The restoration of the front (south) elevation of the building to an "Italianate" storefront style facade which was typical of many of the downtown buildings of the City of Burlington at the turn of the 19th/20th Centuries.
- The tuck pointing of all brick on the exterior facades of the building.
- Replacement of a total of twelve (12) tempered glass, double-hung, windows (insulate) on the 2nd story of the building.
- Painting of the exterior trim and wood elements of the building in tan, black, and white colors.

These Certificate of Appropriateness and Sign Permit Applications were reviewed and approved at the August 25, 2011 HPC meeting.

Options & Alternatives:

The alternative would be to not approve this request and request a different proposal.

Financial Remarks:

The approved items will be paid 100% by the business owner/building owner.

Executive Action:

This item is for discussion at the September 6, 2011 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.



CITY OF BURLINGTON

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Committee of the Whole Item Number: 12	Date: September 6, 2011
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 11-723 to approve a Sign Permit in the HPC Overlay District for 256 E. Chestnut St. (Lemieux).

Details:

The Historic Preservation Commission (HPC) recommends approval of the Sign Permit for the project located at 256 E. Chestnut Street.

The proposed project consists of:

- Installation of window signs (outside of window) in Sherwin William red and gray with font change and serifs, 9.5" high.

These Certificate of Appropriateness and Sign Permit Applications were reviewed and approved at the August 25, 2011 HPC meeting.

Options & Alternatives:

The alternative would be to not approve this request and request a different proposal.

Financial Remarks:

The approved items will be paid 100% by the business owner/building owner.

Executive Action:

This item is for discussion at the September 6, 2011 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.

Ice Cream

Coffee

Chocolate

FONT - DOM BOLD BT COPY - 9.5" HIGH
WINDOW SIZE - 36" X 67" EACH



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Committee of the Whole Item Number: 13	Date: September 6, 2011
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 11-724 to approve a Certificate of Appropriateness Application and Sign Application in the HPC Overlay District for 189 E. Chestnut St. (Chase Bank).

Details:

The Historic Preservation Commission (HPC) recommends approval of the Certificate of Appropriateness Applications and Sign Permit for the project located at 189 E. Chestnut Street.

The proposed project consists of:

- The installation of one (1) Directional 3'-tall sign measuring 1' 8" x 1' 4 5/8" (with logo removed).
- The installation of two (2) rectangular-shaped, wall signs each measuring 1' X 7'-0.5" (with logo removed).
- The installation of three (3) Regulatory 4'-tall signs each measuring 21" x 14 7/8" (with logo removed).

These Certificate of Appropriateness and Sign Permit Applications were reviewed and approved at the August 25, 2011 HPC meeting.

Options & Alternatives:

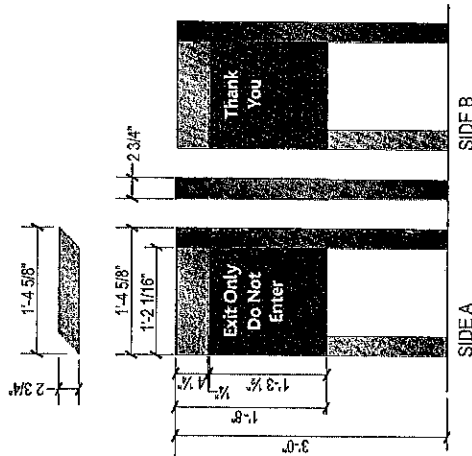
The alternative would be to not approve this request and request a different proposal.

Financial Remarks:

The approved items will be paid 100% by the business owner/building owner.

Executive Action:

This item is for discussion at the September 6, 2011 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.



NOTE:
LOGO REMOVED PER CITY. SIGNS
MUST GO BEFORE HISTORICAL
REVIEW BOARD

5 DIRECTIONAL - D-2-CUST

SCALE: 3/4" = 1'-0"
NO BRANDING

32 REMOVE-RESTORE - REMOVE AND RESTORE

REMOVE EXISTING, RESTORE TO LIKE NEW CONDITIONS

NOTE:

WILL NEED TO BE PERMITTED
PER CODE AND WILL COUNT AGAINST SQ. FT.

CUSTOM INSTALL:

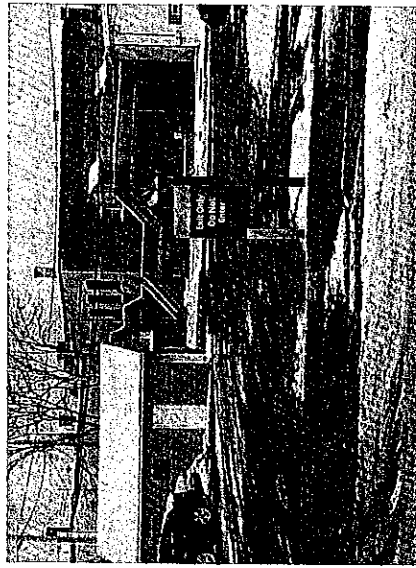
WILL REQUIRE BLACK TOP
REMOVAL/ REPAIR

SIGN SPECIFICATIONS - (REFERENCE FAB. SPEC SHEET)

FACE(ABOVE REVEAL): 125" GLOSS - (AL1)(P2)
FACE(BELOW REVEAL): 125" GLOSS - (AL1)(P1)
1/4" WIDE REVEAL MATERIAL: 125" GLOSS - (AL1)(P1)
BEVELED FACE MATERIAL: 125" GLOSS - (AL1)(P2)
LOGO MATERIAL(COPY): FIRST SURFACE (GF13)
LOGO MATERIAL(OCTAGON): FIRST SURFACE(GF8)
COP/ARROWS MATERIAL: (GF13)
INSTALL METHOD: (S4)



EXISTING ELEVATION



PROPOSED ELEVATION

MANUFACTURING NOTES

- ☐ INTERNAL
- ☐ EXTERNAL
- ☐ NO BLUES/RED/SH/LAMPS
- ☐ LED ILLUMINATED
- ☐ OTHER (SEE CALL OUTS)
- ☐ 120V
- ☐ 277V

- ☒ SERVICE SIGN/ON LOCATION
- ☐ ON SIDE
- ☐ ON HALL
- ☐ OTHER (SEE CALL OUTS)

- ☒ SINGLE POSED
- ☐ DOUBLE POSED
- ☐ OTHER (SEE CALL OUTS)

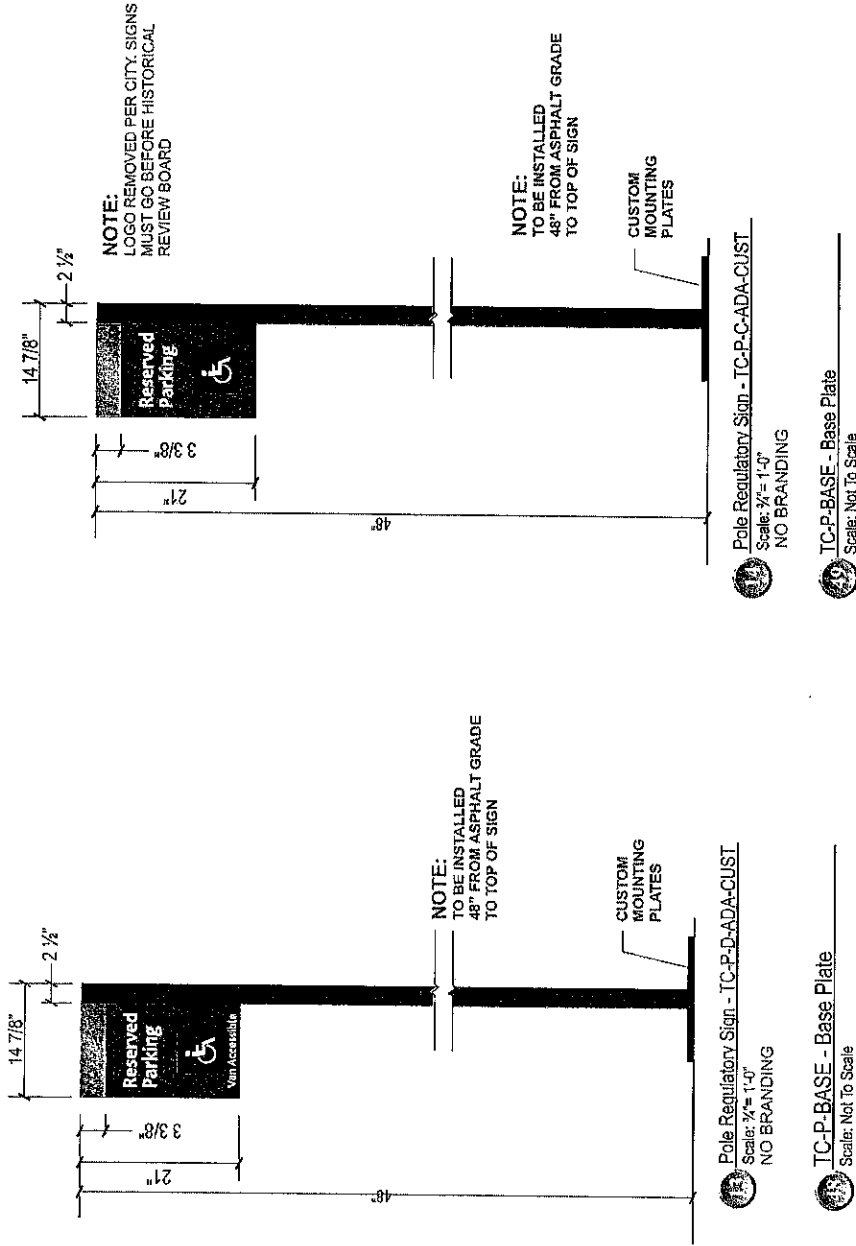
- ☐ ACRYLIC (SEE CALL OUTS)
- ☐ POLYCARBONATE (SEE CALL OUTS)
- ☒ ALUMINUM (SEE CALL OUTS)
- ☐ OTHER (SEE CALL OUTS)

- ☒ PAINT (SEE CALL OUTS)
- ☒ WINK (SEE CALL OUTS)

- ☐ ADJUSTED INTO INTERIOR WALL
- ☐ ADJUSTED INTO EXTERIOR WALL
- ☒ POLE MOUNTED INTO CONCRETE FOOTER
- ☐ REPLACEMENT TO MATCH EXISTING - SEE CALL OUTS

SCOPE OF WORKS OR SPECIAL INSTALLATION NOTES

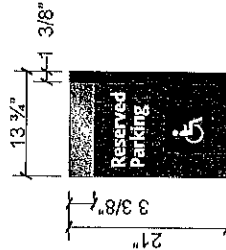
REGULATORY



MANUFACTURING NOTES		INSTALLATION NOTES		NOTES	
<input checked="" type="checkbox"/> PANEL FACED	<input type="checkbox"/> ALUMINUM (SEE CALL OUTS)	<input checked="" type="checkbox"/> PAINT (SEE CALL OUTS)	<input type="checkbox"/> MOUNTED ONTO INTERIOR WALL		
<input type="checkbox"/> DOUBLE FACED	<input type="checkbox"/> PRIMER/PREPAINT (SEE CALL OUTS)	<input checked="" type="checkbox"/> W/RT (SEE CALL OUTS)	<input type="checkbox"/> MOUNTED ONTO EXTERIOR WALL		
<input type="checkbox"/> OTHER (SEE CALL OUTS)	<input type="checkbox"/> ALUMINUM (SEE CALL OUTS)		<input type="checkbox"/> POLE MOUNTED WITH CONCRETE FOOTER		
	<input type="checkbox"/> OTHER (SEE CALL OUTS)		<input type="checkbox"/> RE-CLASMENT (TO MATCH EXISTING - SEE CALL OUTS)		

REGULATORY

NOTE:
LOGO REMOVED PER CITY. SIGNS
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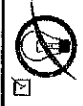


23 Wall Mounted Regulatory Sign - TC-W-C-CUST
Scale: 3/4" = 1'-0"

24 REMOVE-RESTORE - REMOVE AND RESTORE
REMOVE EXISTING, RESTORE TO LIKE NEW CONDITIONS

SIGN SPECIFICATIONS - (REFERENCE FAB. SPEC SHEET)
FACE MATERIAL (TOP): 125" GLOSS - (AL1)(P2)
FACE MATERIAL (BOTTOM): 125" GLOSS - (AL1)(P1)
ACCENT STRIP (VERTICAL): 125" SEMI-GLOSS - (AL1)(P5)
LETTER MATERIAL (LOGO LETTERS): FIRST SURFACE (GF12)
LETTER MATERIAL (LOGO OCTAGON): FIRST SURFACE (GF4)
LETTER MATERIAL (MESSAGE COPY): FIRST SURFACE (GF13)
INSTALL METHOD: (S6)

MANUFACTURING NOTES



- ☒ SINGLE FACED
- ☐ DOUBLE FACED
- ☐ OTHER (SEE CALL OUTS)

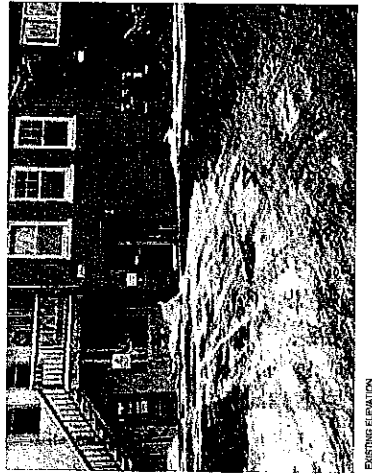
- ☐ ACRYLIC (SEE CALL OUTS)
- ☐ POLYCARBONATE (SEE CALL OUTS)
- ☐ ALUMINUM (SEE CALL OUTS)
- ☐ OTHER (SEE CALL OUTS)

- ☒ PAINT (SEE CALL OUTS)
- ☒ VINYL (SEE CALL OUTS)

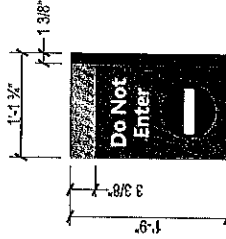
- ☐ MOUNTED ONTO INTERIOR WALL
- ☐ MOUNTED ONTO EXTERIOR WALL
- ☐ POLE MOUNTED INTO CONCRETE FOOTER
- ☐ REPLACEMENT (TO MATCH EXISTING - SEE CALL OUTS)

INSTALLATION NOTES

NOTES



NOTE:
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REVIEW BOARD



25 WALL MOUNTED REGULATORY SIGN - TC-W-H-CUST
SCALE: 3/4" = 1'-0"

26 REMOVE-RESTORE - REMOVE AND RESTORE
REMOVE EXISTING, RESTORE TO LIKE NEW CONDITIONS

SIGN SPECIFICATIONS - (REFERENCE FAB. SPEC SHEET)
FACE MATERIAL (TOP): 125" GLOSS - (AL1)(P2)
FACE MATERIAL (BOTTOM): 125" GLOSS - (AL1)(P1)
ACCENT STRIP (VERTICAL): 125" SEMI-GLOSS - (AL1)(P5)
LETTER MATERIAL (LOGO LETTERS): FIRST SURFACE (GF12)
LETTER MATERIAL (LOGO OCTAGON): FIRST SURFACE (GF4)
LETTER MATERIAL (MESSAGE COPY): FIRST SURFACE (GF13)
INSTALL METHOD: (S6)

MANUFACTURING NOTES



- ☒ SINGLE FACED
- ☐ DOUBLE FACED
- ☐ OTHER (SEE CALL OUTS)

- ☐ ACRYLIC (SEE CALL OUTS)
- ☐ POLYCARBONATE (SEE CALL OUTS)
- ☐ ALUMINUM (SEE CALL OUTS)
- ☐ OTHER (SEE CALL OUTS)

- ☒ PAINT (SEE CALL OUTS)
- ☒ VINYL (SEE CALL OUTS)

INSTALLATION NOTES

NOTES

- ☐ MOUNTED ONTO INTERIOR WALL
- ☐ MOUNTED ONTO EXTERIOR WALL
- ☐ POLE MOUNTED INTO CONCRETE FOOTER
- ☐ REPLACEMENT (TO MATCH EXISTING - SEE CALL OUTS)